
Air National Guard (ANG) Military Vacancy Announcement (MVA)
(Must be a current ANG member only)

2008-273

**DIRECTOR OF HOUSE AFFAIRS, OFFICE OF THE SECRETARY OF DEFENSE
LEGISLATIVE AFFAIRS**

PROMOTABLE LT COL - COL

**(Must meet this rank requirement at closeout date)*

Closeout Date: 28 OCT 08 Close of Business (COB)

Headquarters ANG Title 10 2-3 year Statutory Tour at NGB/LL (Pentagon, DC). Must be Air Force Specialty Code (AFSC) **Any. Top Secret clearance is required. Lieutenant Colonels must have completed SDE. Lieutenant Colonels must submit copies of ALL OPRs – OPRs are required to ensure the member's record if selected would be competitive for promotion to Colonel. Colonels only need to submit their last five OPRs. Lieutenant Colonels must have a date of rank prior to 1 Dec 05 to be eligible for this vacancy. Lieutenant Colonels possessing a Certificate of Eligibility (COE) confirmed by the Senate must provide a copy of the NGB/A1 message listing the member's name.** Duties and responsibilities: Responsible for liaison between the Secretary of Defense and the U.S. Congress, White House, cabinet members and the Department of State. Arranges for testimony of defense witnesses at Congressional Hearings and prepares those witnesses for testimony. Reconciles complicated defense policy issues into coherent positions suitable for congressional consumption. Coordinates replies to congressional inquiries. Supervises a team of action officers that each manage a portfolio of issues. Formulates congressional engagement strategy. Advises the DoD leadership on a broad range of national security issues of immediate interest to the U.S. House of Representatives. Primarily responsible for representing the DoD to the U.S. House of Representatives Armed Services Committee and Defense Appropriations subcommittee. Maintains continuous liaison with members and staff of the U.S. House of Representatives in all matters of concern to the Department of Defense. Coordinates with the legislative affairs staff of the interagency, private associations and State Governments. Provides both National Guard and Reserve component specific insights into each issue under consideration. Recent legislative affairs experience is highly desirable. Experience in joint matters is highly desirable.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-2503, Paragraph 3.4.3

Officers applying for a statutory tour position must have a minimum of a Bachelors degree prior to

applying.

Members selected for a statutory tour positions MUST provide copies of the last OPR/EPR required—units must complete any CRO or Annual reports due and forward copies to ANG/OMH prior to statutory tour orders being published. IAW AFI 36-2406, TABLE 3.1 LINE 6, NOTE 5(b)(1)(a and b).

- The report is mandatory as a result of pending separation, retirement, or PCS of the rater, or PCS or separation of the ratee, use the date 30 calendar days before the projected departure date, or:
- If the 30-day rule will cause a ratee to be ineligible for a report due to lack of supervision, adjust the close-out to the date within the 30-day window on which 120 days of supervision is achieved.
- To record significant events, the date (within the 30-day window) approved by the commander.

Application for this MVA signifies agreement to the following statement, in accordance with (IAW) Title 18 USC 1001: "I certify that, to the best of my knowledge and belief, all of the information on and attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated."

Questions regarding this advertisement can be sent to om.om@ang.af.mil
